



**SHARON HILL BOROUGH**  
**APPLICATION FOR PARK / FIELD RENTAL**

This application must be filled out in its entirety. Applications will be reviewed within 7-10 business days following submission. All applicants shall submit the completed application along with a valid Certificate of Liability Insurance naming Sharon Hill Borough as an additionally insured for the proposed event. Applicants must also present a valid state issued ID along with application. Applications must be submitted to the Borough of Sharon Hill, 250 Sharon Avenue, Sharon Hill, PA 19079, in person or by mail @ admin@sharonhillboro.com

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**RENTERS INFORMATION**

**Applicant / Organization's Name:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

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**EVENT DETAILS**

**Park or Field Requested:** \_\_\_\_\_  
**Nature of the Event:** \_\_\_\_\_  
**Date(s) Requested:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_  
**How many people are expected to attend?** \_\_\_\_\_  
**Will there be vendors of any kind at the event? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**Please Note: All food vendors must obtain a Temporary Food License from the Delaware County Department of Health. All vendor licenses must be submitted with this application.**

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**ADDITIONAL REQUIREMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SHARON HILL BOROUGH ADOPTED FEE SCHEDULE**

- **PARK RENTAL FEES**
  - Residents Rate: \$250.00 for 4 hours  
Additional \$50 for every hour after (4) hours
  - Non-Resident Rate: \$350.00 for 4 hours  
Additional \$50.00 for every hour after (4) hours
- **FIELD RENTAL FEES**
  - Soft Ball Fields A, B, or C: \$750.00 Seasonally or \$150 per day for 4 hours with  
an additional \$50 for every hour after (4) hours.

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**TERMS & CONDITIONS:**

You must check each box indicating that you have read and understand each condition.

- You are responsible for any damage to the ground of the area rented.
- All trash must be collected, bagged, tied and placed in Borough receptables.
- Grounds must be restored to their original condition.
- NO Alcoholic beverages or drugs are permitted on the premises.
- All Borough Ordinances must be adhered to.
- Injuries must be reported to your insurance carrier as soon as possible and an incident report filed with the police at the time of the occurrence.
- No open flames or grills are permitted on Borough property.
- No smoking in parks.
- All decorations must be removed prior to expiration of rental period. Nails or other penetration devices are prohibited.

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**Please Note: The submission of an application does not guarantee approval. Approval must be expressly provided by a designated Borough Official.**

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Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**To Be Completed by The Borough of Sharon Hill**

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Borough Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_